

## **STANDING ORDERS GOVERNING THE DISABLED STUDENTS' COMMITTEE**

1. Definition

The Committee is a Standing Committee of HUU as defined in SO 8008 and will be subject to these regulations unless otherwise stated in SO 5007. The Disabled Students' Officer and the Committee are accountable to the Vice President Welfare and the Welfare Zone.

2. Aims

The Disabled Students' Committee will

- a) campaign for disability rights within HUU, locally and nationally;
- b) ensure HUU's Equal Opportunity policy is fair to disabled members;
- c) campaign for the provision, maintenance and improvement of disabled access to buildings and availability of information in different formats, helpful to those with visual disabilities;
- d) promote links with other similar groups and organisations, within the local community, regionally and nationally;
- e) raise funds to support these aims.

3. Disabled Students Officer

The Disabled Students' Officer shall be elected once per academic year, in accordance with SO.8001. The Disabled Students' Officer shall have responsibility for both the Executive and the Committee. The Disabled Students' Officer is required to attend sits on the Welfare Zone.

4. Membership

The Disability's Committee has two types of membership:

- a) Full Membership:  
Full membership is open to all full members of HUU as defined in the Byelaws.
- b) Associate Membership:  
Associate membership is open to all associate members of HUU as defined in the Byelaws.

5. Elections

The Disabled Students' Officer shall be elected in semester two in accordance with SO.8001 and members of the Executive Committee by SO8008. They shall hold their positions for the next academic year. Vacancies are to be elected in accordance with SO.8008. If a member is elected through an emergency election during the academic year to fill a vacant post then they shall hold the position until the end of that academic year.

Executive Committee In addition to the Disabled Students' Officer there shall be a Executive Committee. The Executive Committee shall be active in the fight for Disability

Rights; in HUU, regionally, nationally and globally in accordance with HUU's charitable objects. The Executive shall be responsible for the organisation, direction and performance of the Committee in fulfilling its strategy. The Executive shall be responsible for monitoring and updating its long term strategy.

The voting membership of the Executive Committee shall be:

- (1) Disabled Students' Officer:  
The Disabled Students' Officer is chair of the Executive;
- (2) Secretary:  
The Secretary shall assist the Disabled Students' Officer in the administration and organisation of the Committee. The Secretary shall be responsible for maintaining the membership list of the Committee; ensuring the Committee meets all relevant dates detailed in the Regulations; preparing and circulating publicity prior to meetings and taking minutes;
- (3) Treasurer:  
The Treasurer shall be responsible for keeping the Committee's Primary and Secondary accounts solvent. Responsibilities shall include budgeting; monitoring expenditure and signing claim forms;
- (4) Campaigns Officer:  
The Campaigns Officer shall assist the Committee in the running of its campaigns and awareness campaigns;
- (5) Fundraising Officer:  
The Fundraising Officer shall be responsible for raising funds to support the campaigns and activities of the Committee;
- (6) Social Secretary:  
The Social Secretary shall be responsible for ensuring that the Committee engages its membership in social activities.

6. Meetings

Meetings of the Committee shall take place at least monthly, and meetings of the Executive on a bi-weekly basis.

7. Budget

Vice President Welfare is the budget head for the Committee and shall ultimately control expenditure. The Vice President Welfare may request the Treasurer attend Welfare Zone and/or Council to report on the financial performance of the Committee.

PT/JH March 2010

Passed by UEC on: 14<sup>th</sup> June 2010

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